



## Colyton Caterpillars Early Education

### Early Years Intimate care Policy

This policy was agreed by trustees/staff:	
Date of last review:	December 2023
Date of next review:	July 2024
Reviewed by:	K.Clode

Colyton Caterpillars Early Education is committed to ensuring that all staff responsible for the intimate care of children. Staff will always undertake their duties in a professional manner. We recognize that there is a need to treat all children with respect when intimate care is given. No child should be attended to in a way that causes distress, embarrassment, or pain.

#### Definition

Intimate care is any care which involves cleaning, touching or carrying out an invasive procedure (such as cleaning up after a child who has soiled himself/herself) to intimate personal areas. In most cases such care will involve procedures to do with personal hygiene and the cleaning of equipment associated with the process as part of a staff members duty of care. In the cases of specific procedure only staff suitably trained and assessed as appropriate should undertake the procedure.

#### Our approach to best practice

The management of all children with intimate care needs will be carefully planned. The child who requires intimate care is treated with respect at all times; the child's welfare and dignity is of paramount importance.

Staff who provide intimate care are trained to do so (including Child Protection and Moving and Handling) and are fully aware of best practice. The child will be supported to achieve the highest level of autonomy that is possible given their age and abilities. Staff will encourage each child to do as much for himself/herself as he/she can. This may mean, for example, giving the child responsibility for cleaning themselves. Individual intimate care plans will be drawn up for particular children as appropriate to suit the circumstances of the child.

Each child's right to privacy will be respected. Careful consideration will be given to each child's situation to determine how many carers might need to be present when a child is toileted.

Intimate care arrangements will be discussed with parent/carers on a regular basis and recorded on the child's care plan. The needs and wishes of children and parent/carers will be taken into account wherever possible within the constraints of staffing and equal opportunities legislation.

The protection of children

Child Protection Procedures and Multi-Agency Child Protection Procedures will be adhered to. All children will be taught personal safety skills carefully matched to their level of ability, development and understanding.

If a member of staff has any concerns about physical changes in a child's presentation, e.g. marks, bruises, sores etc. He/she will immediately report concerns to the appropriate manager/designated person for Child Protection. If a child becomes distressed or unhappy about being cared for by a particular member of staff, the matter will be looked into and outcomes recorded. Parent/carers will be contacted at the earliest opportunity as part of this process in order to reach a resolution.

Staffing schedules will be altered until the issue(s) are resolved so that the child's needs remain paramount. Further advice will be taken from outside agencies if necessary.